



Govt. of India,
Ministry of Finance
O/o Pr. Chief Controller of Accounts
Central Board of Indirect Taxes and Customs
(Coordination, Expenditure Section)
DGACR Building, I P Estate, New Delhi-110002
E-Mail: expdr-coord@gov.in

F.No. Pr.CCA/CBIC/Coord-Expdr/Circular-Instruction/Vol.I/2021-22/166

Dated:03.2022

Office Memorandum

Sub: **Submission of e-Monthly DO by Pr. CCAs/CCAs/CAs(IC)-reg.**

Attention is invited to O.M. No. M-58011/2/2020-CDN-CGA/1715 dated 09.03.2022 issued by O/o CGA vide which it has been conveyed that monthly DO functionality developed by it is fully functional and ready for use by all field units. It has been impressed upon therein that e-monthly DO should invariably be submitted by 12th of every month. In order to be able to follow the instructions as above, it is desirable that all field PAOs may submit the e-monthly DO by 5th of every month to the Principal Account Office

This issue is with the approval of the Competent Authority.

Encl: as above.

(Lakshman Dubruwal)
Sr. Accounts Officer

To:

1. All Zonal Heads, O/o Pr. CCA, CBIC
2. All PAOs O/o Pr. CCA, CBIC
3. Sr. AO(Admn), CBIC

Copy to:

1. PS to Pr. CCA, CBIC
2. PS to CCA(DK), CBIC
3. PS to CCA(CM), CBIC
4. PA to DCA, CBIC, North Zone, Jaipur(Rajasthan)
5. IT Section(for uploading on website)

Reminder

File No. M-58011/2/2020-CDN-CGA/ 1715
Government of India
Ministry of Finance
Department of Expenditure
O/o Controller General of Accounts
Mahalekha Niyantrak Bhawan
GPO Complex, E-Block, INA, New Delhi

Dated: 9th March, 2022

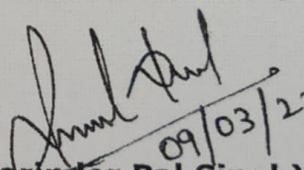
Office Memorandum

Subject: Submission of E-Monthly DO by Pr.CCAs/CCAs/CAs(IC) -reg.

Reference is invited to this office OM No. M-58011/2/2020-CDN-CGA/972/758 dated 13th August, 2020 and subsequent OMs No. I.370001/1/2020-eMonthly.DO/CGA dated 27th November, 2020, OM. No. M-58011/2/2020-CDN-CGA/972 dated 7th January, 2021, M-58011/1/2020-CDN-CGA/927/1198, dated 31st March, 2021 & M-58011/2/2020-CDN-CGA/1515, dated 10th November, 2021 on the above mentioned subject.

In this connection it is reiterated that monthly DO functionality developed by O/o CGA is fully functional and ready for use by all field units. However, it has been observed that many field units fail to submit e-Monthly DO timely i.e. by 12th of every month.

All Pr.CCAs/CCAs/CAs(IC), therefore, are again requested to submit e-Monthly DO by 12th of every month positively.


(Narinder Pal Singh)

Asstt. Controller General of Accounts

To:

All Pr.CCAs/CCAs/CAs(IC)

Copy to :

1. PPS to CGA
2. PS to Addl. CGAs HR&O/PFMS/A&FR)
- ✓ 3. Sr. AO (ITD) for uploading on CGA's official website.

Government of India
Ministry of Finance
Department of Expenditure
O/o Controller General of Accounts

Mahalekha Niyantarak Bhawan
GPO Complex, E-Block, INA, New Delhi
Dated:-31st March, 2021

Office Memorandum

Subject: Submission of E-Monthly DO by Pr.CCAs/CCAs/CAs(IC) to CGA-reg.

Reference is invited to this office OM No. M-58011/2/2020-CDN-CGA/972/758 dated 13th August, 2020 and subsequent OM. No. M-58011/2/2020-CDN-CGA /972 dated 7th January, 2021 regarding submission of e-Monthly D.O by Pr.CCAs/CCAs/CAs(IC).

In this connection, it is stated that monthly DO functionality developed by O/o CGA is fully ready for use of all field units but it has been observed that this facility is not being used by all the field units for submission of E-Monthly DO timely and regularly.

Therefore, it is once again requested that E-Monthly DO may be submitted by 12th of the following month to which it relates.


(Dr. Richa Pandey)

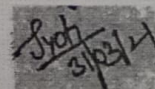
Asstt. Controller General of Accounts (CDN)

To:-

1. All Pr.CCAs/CCAs/CAs(IC)
2. All Jt. CGAs
3. Director, NER(INGAF)
4. Director, INGAF
5. CC(Pension)

Copy to :

1. PPS to CGA
2. PS to Addl. CGAs (SG/HR&O/A&FR)
3. Sr.AO (ITD) for uploading on CGA's official website.


D/C

File No. M-58011/2/2020-CDN-CGA /972

Government of India
Ministry of Finance
Department of Expenditure
O/o Controller General of Accounts

Mahalekha Niyantak Bhawan
GPO Complex, E-Block, INA, New Delhi
Dated: 7th January, 2021

Office Memorandum

Subject: Submission of E-Monthly DO by Pr.CCAs/CCAs/CAs(IC) to CGA-reg.

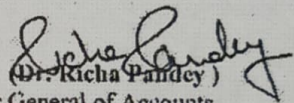
Reference is invited to this office OM No. M-58011/2/2020-CDN-CGA/972/758 dated 13th August, 2020 and subsequent OM No. I.370001/1/2020-eMonthly.DO/CGA dated 27th November, 2020 regarding submission of e-Monthly D.O by Pr.CCAs/CCAs/CAs(IC)

2. In this connection it is stated that monthly DO functionality developed by O/o CGA is fully ready for use of all field units.

3. All Pr.CCAs/CCAs/CAs(IC) therefore, requested to submit E-Monthly DO by 12th of following month to which it relates.

4. Further, a training session of Pr. AOs of all Ministries/Department is also being organised tomorrow on 08-01-2021. In case of any difficulties in uploading the e Monthly D.O/ data following resource persons of GIFMIS Vertical may be approached:

- i. Naresh Kumar - Accounts Officer - Mobile no. 9818693732
- ii. Abhinav Chaudhary - Assistant Accounts Officer - 9911772242


(Dr. Richa Pandey)

Asstt. Controller General of Accounts

To:-

1. All Pr.CCAs/CCAs/CAs(IC)
2. All Jt. CGAs
3. Director, NER(INGAF)
4. Director, INGAF
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File No. M-58011/2/2020-CDN-CGA/ 1221

Government of India
Ministry of Finance
Department of Expenditure
O/o Controller General of Accounts

Mahalekha Niyantrak Bhawan
GPO Complex, E-Block, INA, New Delhi
Dated:-16th June, 2021

Office Memorandum

Subject: Submission of E-Monthly DO by Pr.CCAs/CCAs/CAs(IC) to CGA-reg.

Reference is invited to this office OM No. M-58011/2/2020-CDN-CGA/972/758 dated 13th August, 2020 and subsequent OM No. M-58011/2/2020-CDN-CGA /972 dated 7th January, 2021 & M-58011/1/2020-CDN-CGA/927/1198, dated 31st March, 2021 regarding submission of e-Monthly D.O by Pr.CCAs/CCAs/CAs(IC).

In this connection it is stated that monthly DO functionality developed by O/o CGA is fully ready for use of all field units.

All Pr.CCAs/CCAs/CAs(IC) therefore, are once again requested to submit e-Monthly DO for the month of May by 18th June, 2021.

(Nimisha Jha)

Dy. Controller General of Accounts (CDN)

To:-

All Pr.CCAs/CCAs/CAs(IC)
All Jt. CGAs
Director, NER(INGAF)
Director, INGAF
CC(Pension)

Copy to :

PPS to CGA

PS to Addl.CGAs(SG/HR&O/A&FR)

Sr.AO (ITD) for uploading on CGA's official website.

File No. M-58011/2/2020-CDN-CGA/ 1221

Government of India

Ministry of Finance

Department of Expenditure

O/o Controller General of Accounts

Mahalekha Niyantrak Bhawan

GPO Complex, E-Block, INA, New Delhi

Dated:-16th June, 2021

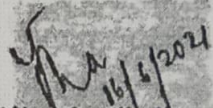
Office Memorandum

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In this connection it is stated that monthly DO functionality developed by O/o CGA is fully ready for use of all field units.

All Pr.CCAs/CCAs/CAs(IC) therefore, are once again requested to submit e-Monthly DO for the month of May by 18th June, 2021.


(Nimisha Jha)

Dy. Controller General of Accounts (CDN)

To:-

All Pr.CCAs/CCAs/CAs(IC)

All Jt. CGAs

Director, NER(INGAF)

Director, INGAF

CC(Pension)

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Sr.AO (ITD) for uploading on CGA's official website.

Government of India
Ministry of Finance
Department of Expenditure
O/o Controller General of Accounts

Mahalekha Niyantarak Bhawan
GPO Complex, E-Block, INA, New Delhi
Dated: the 13th August 2020


Office Memorandum

Subject: Submission of E-Monthly DO by Pr.CCAs/CCAs/CAs(IC) to CGA-reg.

Reference is invited to this office OM No. CDN/MF.CGA/Meeting/2019/415 dated: 02.12.2019 wherein Pr.CCAs/CCAs/CAs(IC) are requested to send the D.O letter on monthly basis.

2. Now, a monthly DO functionality is developed by O/o CGA and has been incorporated in the existing website e-lekha.
3. All Pr.CCAs/CCAs/CAs(IC) are requested to submit E-Monthly DO to O/o CGA by 12th of following month to which it relates. Monthly DO for the month of August 2020 may be submitted electronically to O/o CGA by 12th of September, 2020.
4. User Manual for monthly DO MIS entry and report generation is enclosed herewith.
5. A webinar on E-Monthly DO will be conducted shortly. Date of webinar alongwith its link will be intimated separately.

Encl: As above


(Dr. Richa Pandey)
Asstt. Controller General of Accounts

To:-

1. All Pr.CCAs/CCAs/CAs(IC)
2. All Jt. CGAs
3. Director, NER(INGAF)
4. Director, INGAF
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File No. M-58011/2/2020-CDN-CGA/1515
Government of India
Ministry of Finance
Department of Expenditure
O/o Controller General of Accounts

Dated:- 10th November, 2021

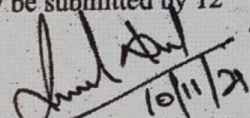
Office Memorandum

Subject: Submission of E-Monthly DO by Pr.CCAs/CCAs/CAs(IC) to CGA-reg.

Reference is invited to this office OM No. M-58011/2/2020-CDN-CGA/1221 dated 16th June, 2021 subsequent OM No. M-58011/2/2020-CDN-CGA/972/758 dated 13th August, 2020, OM. No. M-58011/2/2020-CDN-CGA/972 dated 7th January, 2021 and M-58011/1/2020-CDN-CGA/927/1198, dated 31st March, 2021 regarding submission of e-Monthly D.O. by Pr. CCAs/CCAs/CAs(IC).

In this connection, it is stated that monthly DO functionality developed by O/o CGA is fully ready for use of all field units but it has been observed that this facility is not being used by some of the field units for submission of E-monthly DO timely and regularly.

Therefore, it is once again requested that e-Monthly DO may kindly be submitted by 12th of the following month to which it pertains.


(Narinder Pal Singh)

Asstt. Controller General of Accounts (CDN)

To:-

All Pr.CCAs/CCAs/CAs(IC)

Copy to:-

1. Sr.AO (ITD) for uploading on CGA's official website.
2. Guard File